



JIM GIBBONS
Governor

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION
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ANDREW K. CLINGER
Director

GREG SMITH
Purchasing Administrator

February 25, 2010

MEMORANDUM

To: All State Agencies, the Nevada System of Higher Education, the Court System, the Legislative Counsel Bureau and all Political Subdivisions within the State of Nevada

From: Greg Smith, Administrator

Subject: Quick Print/Copy Services

Pursuant to the SAGE Commission's Recommendation #7 and direction this office has received from the Governor's Office, the Purchasing Division is pleased to re-announce a contract for Quick-Print Copy Services with OfficeMax Inc. Use of this contract is mandatory. The OfficeMax ImPress Print Project Contract through the Western States Contracting Alliance (WSCA) was designed as a cooperative multi-state contract for state and local agencies. The contract brings a myriad of benefits, including providing agencies with the ability to leverage spend, eliminate costly shipping fees, and enjoy discount pricing on all print projects and copy jobs while experiencing faster turnaround times in the process. The contract also provides advanced reporting capabilities making it easier to control costs, manage budgets, and increase efficiencies. Plus, the contract's impressive discount rates eliminate the need for soliciting third-party bids for print projects under \$5,000. For anticipated purchases over \$5,000 the using agency must continue to direct their request through Nevada State Purchasing.

If you have any questions or concerns regarding this contract, please contact Heather Moon at (775) 684-0179, hmoon@purchasing.state.nv.us. General information can be obtained from the Purchasing Division's website at <http://purchasing.state.nv.us> listed under the "What's New" link. Agencies are requested to share any information and/or experiences regarding the use of these contracts as the vendor's performance will be rated in the statewide contracts database.

To request a quote for Printing Services, obtain additional information, or to place an order, please contact OfficeMax Impress at:

Southern Nevada (Las Vegas Area)

Fred Bennett
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(702) 204-9873
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OfficeMax Impress 538
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Please visit our website at <http://purchasing.state.nv.us>